

## **AGENDA**

### **TUSAYAN TOWN COUNCIL REGULAR MEETING**

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03  
Wednesday, February 1, 2017 at 6:00pm  
TUSAYAN TOWN HALL BUILDING  
845 Mustang Drive, Tusayan Arizona

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Tusayan Town Council and to the public that the Tusayan Town council will hold a meeting open to the public on Wednesday, February 1, 2017 at the Tusayan Town Hall Building. If authorized by a majority vote of the Tusayan Town Council, an executive session may be held immediately after the vote and will not be open to the public. The Council may vote to go into executive session pursuant to A.R.S. § 38-431.03.A.3 for legal advice concerning any matter on the agenda, including those items set forth in the consent and regular agenda sections. The Town Council may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting.

Persons with a disability may request a reasonable accommodation by contacting the Town Manager at (928) 638-9909 as soon as possible.

*As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you silence it at this time to minimize disruption of today's meeting.*

### **TOWN COUNCIL REGULAR MEETING AGENDA**

#### **1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

#### **2. MOMENT OF SILENCE**

#### **3. ROLL CALL** *One or two Council Members may attend by telephone*

**MAYOR CRAIG SANDERSON**  
**VICE MAYOR BECKY WIRTH**

**COUNCILOR AL MONTOYA**  
**COUNCILOR JOHN RUETER**  
**COUNCILOR JOHN SCHOPPMANN**

#### **4. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

*Members of the public may address the Council on items not on the printed agenda. The Council may not discuss, consider or act upon any matter raised during public comment. Members of the audience who wish to speak to the Council on an item listed as Public Hearing should complete a Request to Speak Card and turn it into the Town Clerk. Comments will be limited to three minutes per person.*

#### **5. CEREMONIAL AND/OR INFORMATIONAL MATTERS**

**None**

#### **6. PUBLIC HEARING ON LIQUOR LICENSE APPLICATIONS FOR GRAND CANYON SQUIRE INN**

**A. Agent Change and Acquisition of Control for Beer and Wine Bar**

**B. Agent Change and Acquisition of Control for Beer and Wine Store**

**C. Agent Change and Acquisition of Control for Hotel/Motel with Restaurant**

#### **7. CONSENT AGENDA**

*Items on the consent agenda are routine in nature and will be acted on with one motion and one vote. Members of the council or staff may ask the mayor to remove any item from the consent agenda to be discussed and acted upon separately.*

**A. Accounts Payable Billings**

**B. Minutes of the Town Council Meeting of 1/18/17**

**8. ACTION ITEMS**

**A. Consideration, discussion, and possible recommendation of approval or disapproval to the Arizona State Department of Liquor Licenses and Control of Liquor License applications for Grand Canyon Squire Inn**

- i. Agent Change and Acquisition of Control for Beer and Wine Bar**
- ii. Agent Change and Acquisition of Control for Beer and Wine Store**
- iii. Agent Change and Acquisition of Control for Hotel/Motel with Restaurant**

**B. Consideration, discussion, and possible approval of reinvestment of Certificates of Deposit consistent with Council directive and strategic financial plan; Follow-up report of inquiries from 1-18-17 Council meeting concerning reinvestments**

**C. Consideration, discussion, and possible approval of Northern Arizona Council of Governments Comprehensive Economic Development Strategy District Projects, Goals and Priorities for the Town of Tusayan for FY17**

**9. DISCUSSION ITEMS**

**A. Discussion follow-up report of inquiries from 1-18-17 Council meeting concerning Town Hall carpet replacement**

**B. Discussion of Highway 64 crosswalk improvement options**

**C. Discussion of housing development on town owned property at Ten X Ranch**

**D. Discussion of Community Wellness meeting issues**

**E. Discussion of internet operation options**

**F. Discussion of Sports Complex and Work Group**

**10. REPORTS**

**A. Town Manager**

- i. Update on the Planning and Zoning Commission**
- ii. Update of Administrative actions and issues**

**B. Council Members**

**C. Mayor**

**11. FUTURE AGENDA ITEMS**

**12. MOTION TO ADJOURN**

**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store in Tusayan, Arizona on this 26<sup>th</sup> day of January 2017, at 2:15 am / pm in accordance with the statement filed by the Tusayan Town Council.

  
Signature of person posting the agenda

# **ITEM 6A**

## **& 8Ai**



State of Arizona  
Department of Liquor Licenses and Control  
800 W. Washington 5th Floor  
Phoenix, AZ 85007  
(602) 542-5141

16 DEC 7 Liq. Dept AM10:28

16 NOV 14 Liq. Dept AM10:31

**DLIC USE ONLY**

Date Processed:

CSR:

60th Day:

12/15/16  
56  
2/13/17

**APPLICATION FOR AGENT CHANGE – ACQUISITION OF CONTROL – RESTRUCTURE**

**NOTE 1:** The fee for an agent change MUST be submitted with this application: \$100.00 for the first application and \$50.00 for each additional application, not to exceed \$1,000.00. (A.R.S. 4-209.H) **NOTE 2:** The \$100.00 fee for restructure/acquisition of control MUST be submitted with this application. (A.R.S. 4-209.A)

**SECTION 1**

Check the appropriate boxes

<input checked="" type="checkbox"/> <b>Agent Change</b> Complete Sections 1,2,3,4,5 & 7	<input checked="" type="checkbox"/> <b>Acquisition of Control</b> Complete Sections 1,2, 3 & 7	<input type="checkbox"/> <b>Restructure</b> Complete Sections 1,2,3,6 & 7
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**SECTION 2**

**(COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)**

- Name: Chavez, David Paul  
(EXISTING AGENT OR NEW AGENT) Last First Middle Liquor License #  
1077389 07030045
- Owner Name: Squire Motor Inns Inc.  
(Exactly as it appears on Liquor License) Corp File #: F0802757-6  
(if applicable)
- Business Name: Grand Canyon Squire Inn  
(Exactly as it appears on Liquor License) Email: dchavez@grandcanyonsquire.com
- Business Location Address: 74 State Route 64 Tusayan, Arizona 86023 Coconino  
(Do not use P.O. Box Number) City COUNTY Zip
- Is the Business located within the incorporated limits of the above City or Town? ☒ Yes ☐ No
- Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation? ☐ Yes ☒ No If Yes, what City, Town or Tribal Reservation is this Business located in:
- Mailing Address: PO Box 130 Grand Canyon, AZ 86023  
City State Zip
- Business Phone: (928) 638-2681 Daytime Contact Phone (928) 638-2681 EXT 4407
- Does this transaction involve the sale of any portion of the percentage of ownership or corporate stock? ☐ Yes ☒ No  
If yes, submit a certified copy of minutes.
- Has there been any change of Controlling Persons? ☐ Yes ☒ No If yes, submit a copy of the minutes, amended articles of organization and/or amended operating agreement showing change.

**SECTION 3**

**(COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)**

Each new person listed in section III must submit a questionnaire (form LIC0101) and a Department approved fingerprint card which may be obtained at the Department of Liquor. A Controlling Person already disclosed to the Department is not required to submit a questionnaire.

1. List all Controlling Persons to be disclosed, current and new.

New	Last	First	Middle	Title	Address	City	State	Zip
<input checked="" type="checkbox"/>	Chavez, David Paul			General Manager	Canyon Pines Park #22	Tusayan	Arizona	86023
<input type="checkbox"/>	SEE ATTACHED LIST							
<input type="checkbox"/>								
<input type="checkbox"/>								

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

2. List stockholders, percentage owners and/or Controlling Members owning 10% or more

New	Last	First	Middle	% Owned	Address	City	State	Zip
<input checked="" type="checkbox"/>	Seibold, Elizabeth	Ann		50	7000 Pine Canyon Rd.	Washoe Valley	NV	89704
<input type="checkbox"/>	Halvorson, Elling	Bernhard		50	12515 Willows Rd. Suite 200	Kirkland	WA	98034
<input type="checkbox"/>								
<input type="checkbox"/>								

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

If the ownership is owned by another entity, ATTACH AN OWNERSHIP FLOWCHART SHOWING THE OFFICERS, MEMBERS, CONTROLLING PERSON AND 10% OR MORE OWNERS FOR THE ENTITIES. Attach additional sheets as necessary in order to disclose all persons.

## SECTION 4

## (COMPLETE THIS SECTION FOR AGENT CHANGE)

1. As an Agent, will you be physically present and operating the licensed premise? ☒ Yes ☐ No

If you answered YES, you must provide a copy of your Basic and Management Training Certificate obtained from a Department approved Liquor Law training provider BEFORE YOUR APPLICATION FOR AGENT ACQUISITION OF CONTROL OR RESTRUCTURE CAN BE SUBMITTED. If you answered NO, go to question 2.

2. Is there a current Manager at this license premises disclosed to the Department with the current Basic and Management Training Certificate? ☒ Yes ☐ No

If yes, Name of current Manager: CHAVEZ, DAVID PAUL

Last

First

Middle

Basic Training ☒ Yes ☐ No

Management Training ☒ Yes ☐ No

If "NO" for 1 and 2, a Manager with a current Basic and Management Training Certificate obtained from a Department approved Liquor Law training provider must be submitted before your application for Agent Change, Acquisition of Control or Restructure can be submitted.

## SECTION 5

## (COMPLETE THIS SECTION FOR AGENT CHANGE)

To be completed by the INDIVIDUAL OR EXISTING AGENT OR CORPORATE OFFICER OR L.L.C. CONTROLLING MEMBER:

1. License # 07030045

2. Current Agent Name: Bryan, Gregory Allen

(Exactly as it appears on license) Last

First

Middle

I, (Print full name) Gregory Allen Bryan, hereby consent to the appointment of Agent for this license. I agree to immediately assign a new Agent in the event that I am unable to discharge the duties of Agent for this license. I have not been convicted of a felony in the last five (5) years.

X

(Controlling Person/Existing Agent)

State of

Arizona

County of

Cocconino

The foregoing instrument was acknowledged before me this

9th

Day

of November

Month

2016

Year

Lori A. Diaz  
Signature of NOTARY PUBLIC



## SECTION 6

## (COMPLETE THIS SECTION FOR RESTRUCTURE)

Is there more than one licensed premises involved? ☐ YES ☐ NO

If YES, SEPARATE APPLICATIONS must be filed and fees paid for each license/location.

Type of current ownership:

Type of new ownership:

- ☐ J.T.W.R.O.S.  
☐ INDIVIDUAL  
☐ PARTNERSHIP  
☐ CORPORATION  
☐ LIMITED LIABILITY CO.  
☐ MANAGEMENT CO.  
☐ TRIBE  
☐ TRUST  
☐ OTHER (Explain) \_\_\_\_\_

- ☐ J.T.W.R.O.S.  
☐ INDIVIDUAL  
☐ PARTNERSHIP  
☐ CORPORATION  
☐ LIMITED LIABILITY CO.  
☐ MANAGEMENT CO.  
☐ TRIBE  
☐ TRUST  
☐ OTHER (Explain) \_\_\_\_\_

## SECTION 7

## (COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

To be completed by Controlling Person or existing Agent (if no agent changes) OR NEW Agent if applying for Agent change as listed in Section 2 Question 1.

I, (Print full name) David Paul Chavez, hereby declare that I am the APPLICANT filing this application. I have read the application and the contents and all statements are true, correct and complete.

X David Paul Chavez  
(Controlling Person/Existing Agent)

My commission expires on: March 16, 2018

State of

Arizona

County of

Cocconino

The foregoing instrument was acknowledged before me this

9th

Day

of November

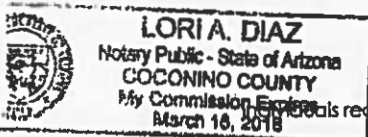
Month

2016

Year

Lori A. Diaz  
Signature of NOTARY PUBLIC

9/24/2015





**PREMIER**

**BEST WESTERN PREMIER  
Grand Canyon Squire Inn**

P.O. Box 130, 74 State Highway 64  
Grand Canyon, Arizona 86023

**(928) 638-2681**

Fax (928) 638-2782

[www.grandcanyonsquire.com](http://www.grandcanyonsquire.com)

For Reservations Call  
1-800-622-6966

**SQUIRE MOTOR INNS INC.  
OFFICERS**

**President/CEO - Barry Baker 210 Jay Rd. Sequim, WA 98382**

**Vice President - Gregory Bryan 74 HWY 64/ PO Box 130 Grand Canyon, AZ 86023**

**Vice President – David Chavez PO Box 130 Grand Canyon, AZ 86023**

**Vice President / Treasurer - Elizabeth Seibold 7000 Pine Canyon RD. Washoe Valley, NV 89704**

**Vice President / Secretary – Elling Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034**

**Vice President – Barbara Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034**

**SQUIRE MOTOR INNS INC.  
DIRECTORS**

**Elling Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034**

**Elizabeth Seibold 7000 Pine Canyon RD. Washoe Valley, NV 89704**

**Barbara Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034**

# **ITEM 6B**

## **& 8Aii**



State of Arizona  
Department of Liquor Licenses and Control  
800 W. Washington 5th Floor  
Phoenix, AZ 85007  
(602) 542-5141

16 NOV 14 Ltr. Dept AM1031

## DLIC USE ONLY

Date Processed:

12/15/16

CSR:

SG

60th Day:

2/13/17

## APPLICATION FOR AGENT CHANGE - ACQUISITION OF CONTROL - RESTRUCTURE

NOTE 1: The fee for an agent change MUST be submitted with this application: \$100.00 for the first application and \$50.00 for each additional application, not to exceed \$1,000.00. (A.R.S. 4-209.H) NOTE 2: The \$100.00 fee for restructure/acquisition of control MUST be submitted with this application. (A.R.S. 4-209.A)

## SECTION 1

Check the appropriate boxes

☒ Agent Change  
Complete Sections 1,2,3,4,5 & 7

☒ Acquisition of Control  
Complete Sections 1,2, 3 & 7

☐ Restructure  
Complete Sections 1,2,3,6 & 7

## SECTION 2

## (COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

- Name: Chavez, David Paul  
(EXISTING AGENT OR NEW AGENT) Last First Middle Liquor License #  
91077389 10033031
- Owner Name: Squire Motor Inns Inc.  
(Exactly as it appears on Liquor License) B1004007 Corp File #: F0802757-6  
(If applicable)
- Business Name: Grand Canyon Squire Inn  
(Exactly as it appears on Liquor License) B1004002 Email: dchavez@grandcanyonsquire.com
- Business Location Address: 74 State Route 64 Tusayan, Arizona 86023 Coconino  
(Do not use P.O. Box Number) City COUNTY Zip
- Is the Business located within the incorporated limits of the above City or Town? ☒ Yes ☐ No
- Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation? ☐ Yes ☒ No If Yes, what City, Town or Tribal Reservation is this Business located in: \_\_\_\_\_
- Mailing Address: PO Box 130 Grand Canyon, AZ 86023  
City State Zip
- Business Phone: (928) 638-2681 Daytime Contact Phone (928) 638-2681 EXT 4407
- Does this transaction involve the sale of any portion of the percentage of ownership or corporate stock? ☐ Yes ☒ No  
If yes, submit a certified copy of minutes.
- Has there been any change of Controlling Persons? ☐ Yes ☒ No If yes, submit a copy of the minutes, amended articles of organization and/or amended operating agreement showing change.

## SECTION 3

## (COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

Each new person listed in section III must submit a questionnaire (form LIC0101) and a Department approved fingerprint card which may be obtained at the Department of Liquor. A Controlling Person already disclosed to the Department is not required to submit a questionnaire.

- List all Controlling Persons to be disclosed, current and new.

New	Last	First	Middle	Title	Address	City	State	Zip
<input checked="" type="checkbox"/>	Chavez, David Paul			General Manager	Canyon Pines Park #22	Tusayan	Arizona	86023
<input type="checkbox"/>	SEE ATTACHED LIST							
<input type="checkbox"/>								
<input type="checkbox"/>								

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

- List stockholders, percentage owners and/or Controlling Members owning 10% or more

New	Last	First	Middle	% Owned	Address	City	State	Zip
<input checked="" type="checkbox"/>	Seibold, Elizabeth	Ann		50	7000 Pine Canyon Rd.	Washoe Valley	NV	89704
<input type="checkbox"/>	Halvorson, Elling	Bernhard		50	12515 Willows Rd. Suite 200	Kirkland	WA	98034
<input type="checkbox"/>								
<input type="checkbox"/>								

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

If the ownership is owned by another entity, ATTACH AN OWNERSHIP FLOWCHART SHOWING THE OFFICERS, MEMBERS, CONTROLLING PERSON AND 10% OR MORE OWNERS FOR THE ENTITIES. Attach additional sheets as necessary in order to disclose all persons.



## SECTION 4

## (COMPLETE THIS SECTION FOR AGENT CHANGE)

1. As an Agent, will you be physically present and operating the licensed premise? ☒ Yes ☐ No

If you answered YES, you must provide a copy of your Basic and Management Training Certificate obtained from a Department approved Liquor Law training provider BEFORE YOUR APPLICATION FOR AGENT ACQUISITION OF CONTROL OR RESTRUCTURE CAN BE SUBMITTED. If you answered NO, go to question 2.

2. Is there a current Manager at this license premises disclosed to the Department with the current Basic and Management Training Certificate? ☒ Yes ☐ No

If yes, Name of current Manager: CHAVEZ, DAVID PAUL

Last

First

Middle

Basic Training ☒ Yes ☐ No

Management Training ☒ Yes ☐ No

If "NO" for 1 and 2, a Manager with a current Basic and Management Training Certificate obtained from a Department approved Liquor Law training provider must be submitted before your application for Agent Change, Acquisition of Control or Restructure can be submitted.

## SECTION 5

## (COMPLETE THIS SECTION FOR AGENT CHANGE)

To be completed by the INDIVIDUAL OR EXISTING AGENT OR CORPORATE OFFICER OR L.L.C. CONTROLLING MEMBER:

1. License # 10033031

2. Current Agent Name: Bryan, Gregory Allen

(Exactly as it appears on license) Last

First

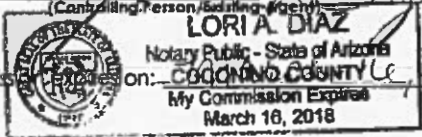
Middle

I, (Print full name) Gregory Allen Bryan

hereby consent to the appointment of Agent for this license. I agree to immediately assign a new Agent in the event that I am unable to discharge the duties of Agent for this license. I have not been convicted of a felony in the last five (5) years.

X

(Controlling Person/Existing Agent)



My commission expires on: COCONINO COUNTY 6, 2018

State of Arizona County of Coconino

The foregoing instrument was acknowledged before me this

9th of November, 2016

Day Month Year

Loria A. Diaz  
Signature of NOTARY PUBLIC

## SECTION 6

## (COMPLETE THIS SECTION FOR RESTRUCTURE)

Is there more than one licensed premises involved? ☐ YES ☐ NO

If YES, SEPARATE APPLICATIONS must be filed and fees paid for each license/location.

Type of current ownership:

Type of new ownership:

- ☐ J.T.W.R.O.S.  
☐ INDIVIDUAL  
☐ PARTNERSHIP  
☐ CORPORATION  
☐ LIMITED LIABILITY CO.  
☐ MANAGEMENT CO.  
☐ TRIBE  
☐ TRUST  
☐ OTHER (Explain) \_\_\_\_\_

- ☐ J.T.W.R.O.S.  
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## SECTION 7 (COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

To be completed by Controlling Person or existing Agent (if no agent changes) OR NEW Agent if applying for Agent change as listed in Section 2 Question 1.

I, (Print full name) David Paul Chavez, hereby declare that I am the APPLICANT filing this application. I have read the application and the contents and all statements are true, correct and complete.

X David Paul Chavez  
(Controlling Person/Existing Agent)

My commission expires on: March 16, 2018

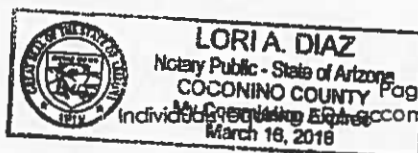
State of Arizona County of Coconino

The foregoing instrument was acknowledged before me this

9th of November, 2016

Day Month Year

Loria A. Diaz  
Signature of NOTARY PUBLIC





**PREMIER**

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**SQUIRE MOTOR INNS INC.**

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**SQUIRE MOTOR INNS INC.**

**DIRECTORS**

Elling Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034

Elizabeth Seibold 7000 Pine Canyon RD. Washoe Valley, NV 89704

Barbara Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034

# **ITEM 6C**

## **& 8Aiii**



State of Arizona  
Department of Liquor Licenses and Control  
800 W. Washington 5th Floor  
Phoenix, AZ 85007  
(602) 542-5141

16 DEC 7 Lir. Dept AM10:25

16 NOV 14 Lir. Dept AM10:31

DLLC USE ONLY

Date Processed: 12/15/16

CSR: SG

60th Day: 2/13/17

APPLICATION FOR AGENT CHANGE - ACQUISITION OF CONTROL - RESTRUCTURE

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SECTION 1

Check the appropriate boxes

☒ Agent Change  
Complete Sections 1,2,3,4,5 & 7

☒ Acquisition of Control  
Complete Sections 1,2, 3 & 7

☐ Restructure  
Complete Sections 1,2,3,6 & 7

SECTION 2

(COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

- Name: Chavez, David Paul  
(EXISTING AGENT OR NEW AGENT) Last First Middle Liquor License #  
P1077389 11033007
- Owner Name: Squire Motor Inns Inc.  
(Exactly as it appears on Liquor License) Corp File #: F0802757-6  
B1004007 (if applicable)
- Business Name: Grand Canyon Squire Inn  
(Exactly as it appears on Liquor License) Email: dchavez@grandcanyonsquire.com  
B1004007
- Business Location Address: 74 State Route 64 Tusayan, Arizona 86023 Coconino  
(Do not use P.O. Box Number) City COUNTY Zip
- Is the Business located within the incorporated limits of the above City or Town? ☒ Yes ☐ No
- Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation? ☐ Yes ☒ No If Yes, what City, Town or Tribal Reservation is this Business located in:
- Mailing Address: PO Box 130 Grand Canyon, AZ 86023  
City State Zip
- Business Phone: (928) 638-2681 Daytime Contact Phone (928) 638-2681 EXT 4407
- Does this transaction involve the sale of any portion of the percentage of ownership or corporate stock? ☐ Yes ☒ No  
If yes, submit a certified copy of minutes.
- Has there been any change of Controlling Persons? ☐ Yes ☒ No If yes, submit a copy of the minutes, amended articles of organization and/or amended operating agreement showing change.

SECTION 3

(COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

Each new person listed in section III must submit a questionnaire (form LIC0101) and a Department approved fingerprint card which may be obtained at the Department of Liquor. A Controlling Person already disclosed to the Department is not required to submit a questionnaire.

1. List all Controlling Persons to be disclosed, current and new.

New	Last	First	Middle	Title	Address	City	State	Zip
<input checked="" type="checkbox"/>	Chavez, David Paul			General Manager	Canyon Pines Park #22	Tusayan	Arizona	86023
<input type="checkbox"/>	SEE ATTACHED LIST							
<input type="checkbox"/>								
<input type="checkbox"/>								

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

2. List stockholders, percentage owners and/or Controlling Members owning 10% or more

New	Last	First	Middle	% Owned	Address	City	State	Zip
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<input type="checkbox"/>	Halvorson, Elling	Bernhard		50	12515 Willows Rd. Suite 200	Kirkland	WA	98034
<input type="checkbox"/>								
<input type="checkbox"/>								

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

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## SECTION 4

## (COMPLETE THIS SECTION FOR AGENT CHANGE)

1. As an Agent, will you be physically present and operating the licensed premise? ☒ Yes ☐ No

If you answered YES, you must provide a copy of your Basic and Management Training Certificate obtained from a Department approved Liquor Law training provider BEFORE YOUR APPLICATION FOR AGENT ACQUISITION OF CONTROL OR RESTRUCTURE CAN BE SUBMITTED. If you answered NO, go to question 2.

2. Is there a current Manager at this license premises disclosed to the Department with the current Basic and Management Training Certificate? ☒ Yes ☐ No

If yes, Name of current Manager: CHAVEZ, DAVID PAUL

Last

First

Middle

Basic Training ☒ Yes ☐ No

Management Training ☒ Yes ☐ No

If "NO" for 1 and 2, a Manager with a current Basic and Management Training Certificate obtained from a Department approved Liquor Law training provider must be submitted before your application for Agent Change, Acquisition of Control or Restructure can be submitted.

## SECTION 5

## (COMPLETE THIS SECTION FOR AGENT CHANGE)

To be completed by the INDIVIDUAL OR EXISTING AGENT OR CORPORATE OFFICER OR L.L.C. CONTROLLING MEMBER:

1. License # 11033007

2. Current Agent Name: Bryan, Gregory Allen

(Exactly as it appears on license) Last

First

Middle

I, (Print full name) Gregory Allen Bryan, hereby consent to the appointment of Agent for this license. I agree to immediately assign a new Agent in the event that I am unable to discharge the duties of Agent for this license. I have not been convicted of a felony in the last five (5) years.

X

(Controlling Person/Existing Agent)

State of

Arizona

County of

Coconino

The foregoing instrument was acknowledged before me this

9<sup>th</sup>

of November

2016

Day

Month

Year



LORI A. DIAZ  
Notary Public - State of Arizona  
COCONINO COUNTY  
My Commission Expires  
March 16, 2018

Signature of NOTARY PUBLIC

## SECTION 6

## (COMPLETE THIS SECTION FOR RESTRUCTURE)

Is there more than one licensed premises involved? ☐ YES ☐ NO

If YES, SEPARATE APPLICATIONS must be filed and fees paid for each license/location.

Type of current ownership:

Type of new ownership:

- ☐ J.T.W.R.O.S.  
☐ INDIVIDUAL  
☐ PARTNERSHIP  
☐ CORPORATION  
☐ LIMITED LIABILITY CO.  
☐ MANAGEMENT CO.  
☐ TRIBE  
☐ TRUST  
☐ OTHER (Explain) \_\_\_\_\_

- ☐ J.T.W.R.O.S.  
☐ INDIVIDUAL  
☐ PARTNERSHIP  
☐ CORPORATION  
☐ LIMITED LIABILITY CO.  
☐ MANAGEMENT CO.  
☐ TRIBE  
☐ TRUST  
☐ OTHER (Explain) \_\_\_\_\_

## SECTION 7

## (COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

To be completed by Controlling Person or existing Agent (if no agent changes) OR NEW Agent if applying for Agent change as listed in Section 2 Question 1.

I, (Print full name) David Paul Chavez, hereby declare that I am the APPLICANT filing this application. I have read the application and the contents and all statements are true, correct and complete.

(Controlling Person/Existing Agent)

State of

Arizona

County of

Coconino

The foregoing instrument was acknowledged before me this

9<sup>th</sup>

of November

2016

Day

Month

Year

My commission expires on: March 16, 2018



LORI A. DIAZ  
Notary Public - State of Arizona  
COCONINO COUNTY  
My Commission Expires  
March 16, 2018

Signature of NOTARY PUBLIC



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**SQUIRE MOTOR INNS INC.**

**OFFICERS**

President/CEO - Barry Baker 210 Jay Rd. Sequim, WA 98382

Vice President - Gregory Bryan 74 HWY 64/ PO Box 130 Grand Canyon, AZ 86023

Vice President - David Chavez PO Box 130 Grand Canyon, AZ 86023

Vice President / Treasurer - Elizabeth Seibold 7000 Pine Canyon RD. Washoe Valley, NV 89704

Vice President / Secretary - Elling Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034

Vice President - Barbara Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034

---

**SQUIRE MOTOR INNS INC.**

**DIRECTORS**

Elling Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034

Elizabeth Seibold 7000 Pine Canyon RD. Washoe Valley, NV 89704

Barbara Halvorson 12515 Willows Rd. NE Suite 200 Kirkland, WA 98034

# ITEM 7B

## **TUSAYAN TOWN COUNCIL REGULAR MEETING**

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03

Wednesday, January 18, 2017 at 6:00pm

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan Arizona

### **TOWN COUNCIL SUMMARIZED MINUTES**

#### **1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Sanderson called the meeting to order at 6:19pm and the Pledge of Allegiance was recited.

#### **2. ROLL CALL**

**MAYOR CRAIG SANDERSON**  
**VICE MAYOR BECKY WIRTH**  
**COUNCILOR AL MONTOYA**  
**COUNCILOR JOHN RUETER**  
**COUNCILOR JOHN SCHOPPMANN – until 6:45pm**

Also present were:

Eric Duthie, Town Manager  
Melissa M. Drake, Town Clerk

#### **3. MOMENT OF SILENCE**

Mayor Sanderson stated that he has instituted this new agenda item based on his personal belief in prayer.

#### **4. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

None

#### **5. CEREMONIAL AND/OR INFORMATIONAL MATTERS**

##### **A. Swearing-in of elected Councilmember Becky Wirth**

Clerk Drake issued the oath of office to Vice Mayor Wirth.

##### **i. Acceptance of previously approved, Council-appointed Vice Mayor position**

Vice Mayor Wirth accepted the continued position of Vice Mayor.

##### **B. Grand Canyon School 4<sup>th</sup> Grade Water Project Award and recognition**

Ron Doba from the Coconino Plateau Water Advisory Council and Amanda Atchison from Coconino County discussed a Water Project Contest and the Award which went to Grand Canyon School 4<sup>th</sup> Graders.



**C. Grand Canyon High School Band appreciation performance for Town of Tusayan support and donation of new instruments**

The Jazz band performed and Mr. Bentley Monk thanked the Council for their support.

**The Council took a break from 6:47 to 6:54pm.**

**6. CONSENT AGENDA**

**A. Accounts Payable Billings**

**B. Minutes of the Town Council Meeting on 12/14/16**

Councilor Montoya requested that Accounts Payable be removed from the Consent Agenda.

Councilor Reuter made a motion to approve the Consent Agenda. Vice Mayor Wirth seconded the motion and it passed on unanimous vote.

Councilor Montoya stated his opinion that the costs for replacing the carpet in Town Hall is too expensive. He asked that in the future, the Council be notified of this type of expense.

Mayor Sanderson noted that the billing from the Tusayan Fire District was higher due to there being 3 pay periods in that last bill.

Councilor Montoya made a motion to approve the Accounts Payable Billings. Councilor Reuter seconded the motion and it passed on unanimous vote.

**7. ACTION ITEMS**

**A. Consideration, discussion, and possible ratification of reinvestment of Certificates of Deposit (CD) consistent with Council directive and strategic financial plan**

Manager Duthie described and discussed the status of the investments and previous directives with the Council. Councilor Montoya asked about an overall loss of \$19,000. Manager Duthie stated that he will investigate this and get back to the Council prior to reinvesting the next maturation of CDs.

Councilor Reuter made a motion to ratify the reinvestment of the Certificate of Deposit which matured on December 29, 2016 with Wells Fargo for 3 years with 1.7% interest. Councilor Montoya seconded the motion. The motion passed on a vote of 3 to 1 with Vice Mayor Wirth voting "Nay."

**B. Consideration, discussion, and possible approval of purchase of personal property for Town-owned housing option**

Manager Duthie presented the Council with the Tusayan Fire District lease (courtesy of Chief Greg Brush) for the housing space on the National Forest compound. He stated that he believes that there will be no issue for the Town to initiate a similar lease if we purchase the home located there, however, the Town

cannot enter into a discussion with the Forest Service until it owns the home. There is no guarantee of a lease.

He stated that the owner of the home has agreed to lower the price of the home to \$50,000 since there is no guarantee. The Council discussed this item with Manager Duthie at length and noted that this would be an opportunity to work cooperatively with the Forest Service.

Councilor Reuter made a motion to approve the purchase of personal property for Town-owned housing option for \$47,500. Councilor Montoya seconded the motion. Mayor Sanderson stated that he just texted Councilor Schoppmann who stated that a stick-built home would be much more expensive and a new mobile home would be more expensive and would not include appliances. The Motion passed on unanimous vote.

## **8. DISCUSSION ITEMS**

### **A. Discussion of housing development on Town property at Ten X Ranch**

Manager Duthie noted that the deed to the property at Ten X was recorded in December. He also noted an error which must be corrected concerning a date listed as 2029 which should be 2019. There is a restriction of 20 homes for the property with the potential for increases.

The Council discussed the project status and its future.

The Council will discuss this further at the Retreat on February 7<sup>th</sup> so Mayor Sanderson suggested that the Council request any information from the Town Manager that they need prior to the meeting.

### **B. Discussion of Community Wellness meeting issues**

Manager Duthie stated that the meeting was held today and the following were discussed:

- the Chamber of Commerce is working on a community shredding program
- the Park Service is working on community training and suicide prevention
- working on Community Emergency Response Training (CERT)
- Grand Canyon Resource Guide is being developed
- on February 24<sup>th</sup>, there will be a celebration of the 98<sup>th</sup> Anniversary of the formation of the Park will be held at the Big E Steakhouse. It will be a community luau.
- a South African National Park Ranger will be speaking on 1/23/17 in Grand Canyon National Park and the public is invited
- Councilor Schoppmann and Tim Stine will be speaking at the school tomorrow about the profession of facilities management

Councilor Montoya spoke about community service and encouraging students in this area.

### **C. Discussion of internet operation options**

Manager Duthie stated there is an e-mail in the packet about progress on the project. He also stated that CommNet is pursuing APS looking at options for

placing cables on APS poles. Councilor Reuter stated that APS, in the past, has stated that engineering studies have concluded that additional lines on their poles will cause too much stress. Manager Duthie said he relayed that information to CommNet and they are reviewing it.

Manager Duthie also stated that conversations may be held with the City of Page regarding their experiences with internet improvements.

Manager Duthie also noted the Town Attorney's opinion which was forwarded to the Council last month.

Mayor Sanderson spoke to Corporation Commissioner Andy Tobin at the League Conference regarding internet access in Tusayan. Manager Duthie stated that Commissioner Tobin plans to introduce regulations to increase taxes to help improve internet access in rural areas.

## **9. REPORTS**

### **A. Town Manager**

#### **i. Update on Affordable Housing**

Nothing additional

#### **ii. Update on Broadband development**

Nothing additional

#### **iii. Update on the Sports Complex and Work Group**

No meeting has been held.

#### **iv. Update on the Planning and Zoning Commission**

There are discussions concerning a date for an upcoming meeting.

#### **v. Update of Administrative actions and issues**

Manager Duthie noted the following from the packet:

- work is continuing on setting up a tutoring program on Fridays to be held at Town Hall with a certified teacher. Esther Sacco is working on getting donations from local businesses to purchase laptops to use for this program.
- National Park Service Director Jonathan Jarvis retired earlier this month
- Grand Canyon National Park exceeded 6 million visitors in 2016
- the Havasupai Tribe has filed a lawsuit against water providers in the area
- he had a meeting with Grand Canyon University regarding creating a relationship with Grand Canyon School District which went very well
- the plat for Ten X was recorded on January 4<sup>th</sup>
- the Grand Canyon Chamber annual luncheon will be held tomorrow and a quorum notice has been posted

## **B. Council Members**

Councilor Reuter stated that there will be a water shutdown within the Town tomorrow between 2pm and 2:30pm. This will not affect the airport or the National Forest compound. He also stated that he and Vice Mayor Wirth had a discussion with the Director of ADOT and he stated that he was willing to attend a Council meeting.

## **C. Mayor**

None

## **E. FUTURE AGENDA ITEMS**

The following items were added to the list for future agendas:

- 2/1 – Action Item - Approval of NACOG projects plan
- 2/1 – Discussion Item on the Sports Complex
- 2/1 – Discussion of crosswalk safety

## **F. MOTION TO ADJOURN**

Councilor Montoya made a motion to adjourn the meeting at 9:20pm. Vice Mayor Wirth seconded the motion and it passed on unanimous vote.

**ATTEST:**

\_\_\_\_\_  
**Craig Sanderson, Mayor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Melissa M. Drake, Town Clerk**

## **CERTIFICATION**

State of Arizona        )  
                                  ) ss.  
Coconino County        )

I, Melissa M. Drake, do hereby certify that I am the Town Clerk of the Town of Tusayan, County of Coconino, State of Arizona, and that the above minutes are a true and correct summary of the meeting of the Council of the Town of Tusayan held on January 18, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 25<sup>th</sup> day of January, 2017

\_\_\_\_\_  
**Town Clerk**

# ITEM 8B



Eric Duthie <tusayantownmanager@gmail.com>

---

## RE: Brokerage account questions

1 message

---

Aaron Bonck <aaron.bonck@timevalueinv.com>  
To: Eric Duthie <tusayantownmanager@gmail.com>

Thu, Jan 19, 2017 at 4:22 PM

Hi Eric,

I thought it would be helpful to reply directly to your first e-mail with the questions.

Any profit/loss that is shown on the Town's statements reflects movements in the market value of the Town's CDs. This loss was *unrealized* and only on paper. The only way that this loss becomes real if the Town had chosen to liquidate all of its investments on the statement date (in this case December 31<sup>st</sup> 2016). Even then this number is not exact and is based on rough market value estimates that Bank of New York compiles.

As interest rates move up or down, the market value of the Town's investments will fluctuate over time. In the last month or so of 2016 interest rates in the market went up sharply (as we discussed in our previous phone call) and this caused the market value of the Town's CDs to drop (conversely if interest rates in the market go down, the market value of the investments will go up). Again, this represents an *unrealized* loss and will have no impact on the Town's investments as long as they weren't sold on or around that date. If fixed income investments like CDs are simply held to maturity there will be no realized loss, only interest earned over the life of the CD.

The income from the Town's portfolio currently accumulates in a money market account provided by Bank of New York. There is currently about \$74,665.27 in this account which can either continue to stay in the money market account or be sent back to the Town's bank, whichever you would prefer. There is no cost or fee to this money market account, but it does earn a relatively low rate of interest.

As a broker, TVI does not charge Tusayan any fees. Brokers are compensated any time that a customer purchases an investment from them. The CDs that the Town purchases have commissions that are built into the purchase price. This commission is set by the Wall Street firms that offer these CDs for sale. For example, let's say the Town wants to purchase \$248,000 of an XYZ Bank CD, and let's also say that Citigroup has this CD in their inventory. Citigroup will state that if we (TVI) can sell \$248,000 of the CD to a customer, they will give it to us for a lesser amount (say \$247,000; these are rough numbers as there is no preset scale). The difference between the two is the commission we earn. This amount is preset by Citigroup (TVI has no influence over the amount of commission) and is earned one time on the date of purchase. There is no ongoing fee or cost to the Town, and the stated rate of interest on the CD is yield the Town will receive. Once the CD is purchased it belongs to the Town and there is no ongoing obligation to TVI.

I hope this answers your questions, and I would be more than happy to discuss this with you further on the phone if that would be helpful!

Thanks,

Aaron

---

**From:** Eric Duthie [mailto:tusayantownmanager@gmail.com]  
**Sent:** Thursday, January 19, 2017 1:23 PM  
**To:** Aaron Bonck <aaron.bonck@timevalueinv.com>  
**Subject:** Brokerage account questions

Aaron,

During the Town Council ratification of the most recent CD renewal there were some concerns expressed. I provided Council a copy of the December/year end brokerage statement (see attached).

The statement shows a net loss of \$19,846.73. Can you please shed light on this for me.

Additionally, please tell me where the annual income goes and what your charges and fees are, as well.

Thanks,

eric

Town Manager Eric Duthie

Town of Tusayan

928-638-9909 office

928-637-4297 cell

***"You cannot choose your battlefields, the Gods choose those for you,  
but you can Plant a Standard, where a Standard never flew"***

***-Nathalia Crane***

[REDACTED]



**ProEquities**

2801 Highway 280 South  
Birmingham, AL 35223  
800-268-3033

TOWN OF TUSAYAN  
P O BOX 709  
GRAND CANYON AZ 86023-0709

Your Investment Representative:  
AARON BONCK  
(206) 365-3003

## Brokerage Account Statement

Account Number: [REDACTED]  
Statement Period: 12/01/2016 - 12/31/2016

### Portfolio at a Glance

	This Period
Beginning Account Value	\$3,566,356.04
Dividends, Interest and Other Income	3,866.09
Net Change in Portfolio	-19,847.73
Ending Account Value	\$3,550,374.40
Estimated Annual Income	\$48,658.96

### Asset Summary

	Last Period	This Period	% Allocation
Cash, Money Funds, and Bank Deposits	69,361.63	74,227.72	2%
Fixed Income	3,496,994.41	3,476,146.68	98%
Account Total	\$3,566,356.04	\$3,550,374.40	100%

Please review your allocation periodically with your Investment Representative.







Eric Duthie <tusayantownmanager@gmail.com>

## TVI Trade Confirmation

1 message

Aaron Bonck <aaron.bonck@timevalueinv.com>  
To: Eric Duthie <tusayantownmanager@gmail.com>

Thu, Dec 22, 2016 at 1:44 PM

Good afternoon Eric,

Thank you so much for your business today! Below is the trade ticket confirmation for the Town's CD purchase. We were able to purchase the exact CD you requested. The CD will settle on Friday 12/30 which is the day after the Town's maturity will come back in. You'll notice that we purchased \$247,000 of the CD to keep the Town's principal and accrued interest under the FDIC insurance limit of \$250,000.

### Trade Information

Trader	AARON BONCK		CUSIP	
At	TVI		ISIN	
9 BUY			247M	of WFC 1.7 12/30/19
Price			100.000000	Yield 1.700000
Settlement			12/30/16	(T+5 for calendar 'US')
			Issuer	WELLS FARGO BA...
			Dated	12/30/16

### Notes

### Trade Numbers

View Amounts in USD

Principal		USD	247,000.00
Accrued	( 0 days )		0.00
Total		USD	247,000.00

Thanks again, and please let me know if you have any questions!

Have a great day,

Aaron

Aaron Bonck | Institutional Investments



Eric Duthie <tusayantownmanager@gmail.com>

## Public Funds Investments

1 message

Aaron Bonck <aaron.bonck@timevalueinv.com>

Thu, Dec 22, 2016 at 10:03 AM

To: "tusayantownmanager@gmail.com" <tusayantownmanager@gmail.com>

Good morning Eric,

Below please find the Town's current portfolio followed by reinvestment alternatives.

Bank	Maturity	Par	Rate	Months Left
Safra National Bank	12/29/2016	\$ 248,000	0.70%	0 Months
Everbank	1/30/2017	\$ 248,000	0.80%	1 Months
Cardinal Bank	1/30/2017	\$ 248,000	0.80%	1 Months
Discover Bank	1/30/2017	\$ 248,000	0.90%	1 Months
First Niagara Bank	3/27/2017	\$ 248,000	0.85%	3 Months
Total in 2017:		\$ 1,240,000		
Goldman Sachs	1/29/2018	\$ 248,000	1.35%	13 Months
Ally Bank	1/29/2018	\$ 248,000	1.25%	13 Months
American Express Centurion	1/30/2018	\$ 248,000	1.30%	13 Months
BMW Bank	6/18/2018	\$ 248,000	1.50%	18 Months
Total in 2018:		\$ 992,000		
Sallie Mae Bank	2/4/2019	\$ 248,000	1.45%	26 Months
First Bank Puerto Rico	10/7/2019	\$ 248,000	1.30%	34 Months
Total in 2019:		\$ 496,000		
American Express Bank FSB	7/29/2020	\$ 247,000	2.35%	43 Months
Capital One Bank	8/19/2020	\$ 247,000	2.40%	44 Months
Total in 2020:		\$ 494,000		
Capital One NA	10/13/2021	\$ 247,000	1.70%	58 Months
Total in 2021:		\$ 247,000		

Please copy and paste the correct statement below into an e-mail and send it back to me. Thanks!

The best CD name available today that the Town doesn't own is Wells Fargo Bank. Based on the current portfolio, it would make sense to consider looking at either a 3, 4, or 5 year:

**5 YEAR CD:**

# ITEM 8C

**NORTHERN ARIZONA COUNCIL OF GOVERNMENTS  
COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY  
DISTRICT PROJECTS, GOALS AND PRIORITIES  
July 1, 2015 – June 30, 2016**

GOAL/PROJECT	COMMUNITY/COUNTY	
<b><u>CAPITAL AVAILABILITY – 1</u></b>		
<i>(Sources of funding available to the Communities)</i>		
Revolving Loan Fund	Cottonwood	Priority 1
<b><u>PHYSICAL INFRASTRUCTURE – 2</u></b>		
<i>(Acquisition, development, design and engineering, construction, rehabilitation, alteration, expansion or improvement of public works projects that serve the public including related machinery and equipment)</i>		
Round Valley Rodeo Grounds & St. Johns Rodeo Grounds Rehabilitation and Safety Improvements	Apache County	
Natural Gas Project	Apache County	Priority 2
Clean Coal Technology	Apache County	Priority 1
Old Home Manor Industrial Park	Chino Valley	Priority 2
Industrial Park Water & Sewer Extension	Chino Valley	Priority 1
Industrial Collector Road	Clarkdale	Priority 1
Cherenkov Telescope Array	Coconino County	Priority 1
Water System Improvements	Cottonwood	Priority 1
Eagar Business Park Rehabilitation	Eagar	
Natural Gas Expansion for Apache County Communities	Eagar	
Clean Coal Technology	Navajo County	Priority 1
Clean Coal Technology	Navajo Nation	Priority 1
Clean Coal Technology	Page	Priority 1
Clean Coal Technology	Pinetop Lakeside	Priority 1
I & I Rehabilitation Program	Show Low	Priority 1
Water Line Replacement (Fairway Park) Phase 2, 3 & 4	Show Low	Priority 1
Show Low Heights Roadway Reconstruction Phase 2	Show Low	Priority 1
Wi-Fi Development	Show Low	Priority 2
Weinma Bridge	Springerville	Priority 1
Airport Bridge	Springerville	Priority 2
Southwest Regional Training Center	Springerville	Priority 3
Public Safety Facilities Bldg (Police/Fire)	Springerville	Priority 1
Natural Gas Project for Southern Apache County	Springerville	Priority 2
Expand & Improve Area’s Water Delivery System(s)	Tusayan	
Increase Broadband Capacity	Tusayan	
Improve Drainage Systems	Tusayan	
Community Park Improvements	Tusayan	
Williams Theme Park District	Williams	Priority 1
City of Williams Infrastructure Support Program	Williams	Priority 1
Levee Relocation for Winslow-Lindbergh Reg Airport Expansion	Winslow	Priority 2
Broadband and Wi-Fi Improvement	Winslow	Priority 2

### **SUSTAINABLE ECOLOGICAL RESOURCES – 3**

*(Effective use of technology and natural resources to maximize energy efficiency and reduce the global carbon footprint)*

Technical Design of Water Polishing Ponds in Industrial Area	Clarkdale	Priority 2
Watershed Management & Forest Products Industry	Prescott Valley	
Drainage improvements Kaibab National Forest	Tusayan	
Renewable Energy Product (Granite Creek Farms)	Yavapai County	

### **BUSINESS RETENTION AND EXPANSION – 4**

*(Programs, services or facilities to support existing businesses develop and expand)*

Apache County & NE Arizona Regional Business Incubator	Apache County	
Small Business Development & Incubation Center	Chino Valley	Priority 1
Business Incubation Program	Camp Verde	Priority 1
Central Business District Parking Study	Clarkdale	Priority 3
Regional University Infrastructure/Building	Prescott Valley	
Streetscape Enhancement	Show Low	Priority 1
Broadband improvements	Tusayan	Priority 1
Broadband and Wi-Fi Improvement	Winslow	Priority 2

### **ATTRACTIONS OF BASIC SECTOR INDUSTRY – 5**

*(Attract new prospects and utilize current industry to promote industrial development and improvements)*

Airpark Light Industrial Project	Cottonwood	Priority 1
Small Business Incubator Building	Show Low	Priority 1
Regional Fire Base and Training Center	Show Low	Priority 1
Industrial Park Infrastructure at Airport	Springerville	Priority 2
Sidewalk and Bicycle Lanes	Springerville	Priority 2
AZ State Route 87 to Interstate 40 Connector Enhancement	Winslow	Priority 1
Airport Industrial Park Infrastructure Improvements	Winslow	Priority 1
Extension of BNSF Rail Spur to Serve Industrial Property	Winslow	Priority 1

### **TRANSPORTATION – 6**

*(Improves and promotes the use of many modes of transport including roadways, bicycles, walking, rails, and other transit)*

Apache County Fairground-St. Johns Mobility Trail	Apache County	
Road 4 North Expansion to Industrial Park	Chino Valley	Priority 1
to Include the Development of Roadways, Walking Paths,		
Scott Ranch Road Phase 2	Show Low	Priority 1
Woolford Road (SR260 to Penrod)	Show Low	Priority 2
AZ State Route 87 to Interstate 40 Connector Enhancement	Winslow	Priority 1
Levee Relocation for Winslow-Lindbergh Reg Airport Expansion	Winslow	Priority 1
Extension of BNSF Rail Spur to Serve Industrial Property	Winslow	Priority 1

## **TOURISM – 7**

*(Promoting tours, services, attractions, advertisements, etc., that lengthen the stay of visitors in Northern Arizona)*

Apache County/EDC-Arizona Grand Circle Visitor Tour	Apache County	
Ski-lift improvements for Sunrise Ski area	Apache County	
Multi-Purpose Sports and Recreation Complex	Show Low	Priority 2
Convention/Conference/Events Center	Show Low	Priority 2
Little Colorado Riverwalk	Springerville	Priority 1
Marketing & Branding Study	Tusayan	
AZ State Route 87 to Interstate 40 Connector Enhancement	Winslow	Priority 1
Gateway Signage	Winslow	Priority 2

## **HUMAN RESOURCES AND SOCIAL ENVIRONMENT – 8**

*(To promote labor development, education and training)*

Road 4 North Extension to Industrial Park	Chino Valley	Priority 1
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## **BASIC COMMUNITY SERVICES AND AMENITIES -9**

*(Includes parks and recreation, availability of local services provided by both the government and the private sector to enrich the community)*

Regional Public Safety Communications Center	Show Low	Priority 1
Lighting at BMX Bike Track	Show Low	Priority 2
Multi-Purpose Trails	Springerville	Priority 2
Park Improvements	Springerville	Priority 1
New Animal Control Kennels	Springerville	Priority 2

## **TECHNICAL ASSISTANCE – 10**

*(The provision of staff time and attention or tools such as model regulations, disability studies, planning, research and development projects to assist communities)*

Solar Development Feasibility Study	Apache County	
Natural Gas Feasibility Study	Apache County	
Broadband Feasibility Study	Apache County	Priority 1
Old Home Manor Industrial Park Designation	Chino Valley	Priority 1
Ft. Tuthill County Park Economic Development	Coconino County	Priority 1
Eagar Industrial Park Master Plan	Eagar	
Tourism Promotion Plan	Show Low	Priority 3
Broadband improvements	Tusayan	Priority 1

# ITEM 9A

---

**Re: Town Hall Carpeting**

1 message

Tim Stine &lt;tusayanmaintenance@gmail.com&gt;

Fri, Dec 16, 2016 at 1:22 PM

To: Eric Duthie &lt;tusayantownmanager@gmail.com&gt;

That is correct. No bid from Express Flooring. I will proceed with Highlands Flooring.

On Fri, Dec 16, 2016 at 1:04 PM, Eric Duthie <tusayantownmanager@gmail.com> wrote:

For clarification, you did not receive a response from Express Flooring, correct?

If so, I approve your recommendation.

Please proceed.

eric

Town Manager Eric Duthie

Town of Tusayan

928-638-9909 office

928-637-4297 cell

***"You cannot choose your battlefields, the Gods choose those for you,  
but you can Plant a Standard, where a Standard never flew"***

***-Nathalia Crane***



On Fri, Dec 16, 2016 at 11:47 AM, Tim Stine <tusayanmaintenance@gmail.com> wrote:

Hello Eric,

I am attaching two quotes for the carpeting in town hall. I have decided to go with Highlands Floor Coverings. I called Highland Floor Coverings, Floor Coverings International, and Express Flooring.

Two of the companies came and gave quotes for the job and offered samples. I looked at both sets of samples and found the Floor coverings international line to be substantially thinner than the Highlands floor coverings samples.

Tom from Floor coverings international measured the building and missed two rooms on his bid and also mixed up our job with another he was working on. The proper company in my opinion is Highlands Floor Coverings due to the quality of the carpeting and the professionalism they have shown.

--

Tim Stine

Tusayan Maintenance/Inspections

Office 928-638-9909

PO Box 709

845 Mustang Drive

Tusayan, AZ 86023

--

Tim Stine

Tusayan Maintenance/Inspections



**This Location is a Locally Owned and Operated Franchisee of Floor Coverings International**

Customer: Tim Stine Town of Tusayan  
 Proposal: Town Hall  
 Project: Oct 28 2016 11:26AM (www)  
 Address: 845 Mustang Drive  
 Tusayan, AZ - 86023  
 Primary Phone: 928-607-8732  
 Primary e-mail:  
 tusayanmaintenance@gmail.com



**FLOOR COVERINGS**  
*international*

Tom Gebler  
 928-699-6673  
 Tgebler@Flagstaffdesigncenter.com

1 South Milton Rd.  
 Flagstaff, AZ 86001

**Tearout and Prep**

SKU	Description	Quantity	Unit Price	Total
Prep	Tear out Glue Down Carpet	186.00 SY	\$2.50	\$465.00
Labor- Prep	Furniture Move	835.00 SF	\$0.25	\$208.75
Labor	Tearout Base (no reinstall)	527.00 LF	\$0.75	\$395.25
Labor	Install New Vinyl Base	527.00 LF	\$1.25	\$658.75

\$1,727.75

**Carpet Tile Labor**

SKU	Description
Labor	Carpet Tile (labor only)

\$2,303.12

**Materials**

SKU	Description	Quantity	Unit Price	Total
715 E2	OFF THE WALL or EQ Carpet Tile	207.87 SQYD	\$26.18	\$5,442.04
Base	Rubber/Vinyl Base 100lf Rolls	6.00 EA	\$146.00	\$876.00
Adhesives	Vinyl base and carpet tile adhesive	1.00 LS	\$560.00	\$560.00
Trim	Transition Trim for doorways (Baths Kitchen etc)	1.00 LS	\$164.00	\$164.00
Freight	Shipping Handling and Delivery	1.00 LS	\$325.00	\$325.00

\$7,367.04

**Miscellaneous**

SKU	Description	Quantity	Unit Price	Total
Misc	Mileage	144.00 Mile	\$0.60	\$86.40
Misc	General Per Diem per Person	4.00 Day	\$85.00	\$340.00

\$426.40

**Grand Totals**

Price	Tax	Total	Deposit	Balance
\$11,824.31	\$788.85	\$12,613.16	\$0.00	\$12,613.16

**Signature**

Authorized Signature \_\_\_\_\_

Date \_\_\_\_\_

Customer's Signature \_\_\_\_\_

Date \_\_\_\_\_

## Proposal

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Highlands Floor Coverings  
2009 N. 4th St.  
Flagstaff AZ 86004  
928-774-6700  
928-774-6714

Proposal #: 21821  
Sale Date: 11/4/2016  
Next Install:  
Sales Rep: Christina L. Larsen

### SOLD TO:

Town of Tusayan  
PO Box 709  
Tusayan, AZ 86023

### SHIPPED TO

Carpet Tile Town Hall  
845 Mustang Dr.  
Tusayan AZ 86023

### Carpet Tile:

Remove and dispose of existing glue down carpet in Reception/Lobby Area with closet, Conference Room, Hall and five offices.

Install new commercial carpet tile (style/color to be determined) in same areas.

Includes removing and installing new rubber cove base (color to be determined).

Includes any necessary transitions.

Does not include furniture moving.

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Acceptance: The attached prices, specifications, and conditions are satisfactory. Highlands Floor Coverings is authorized to do the work specified. Payment terms are as follows: 50% deposit due with this acceptance, balance due at completion.

Accepted by: \_\_\_\_\_

Date: \_\_\_\_\_

### Comments:

SubTotal:	\$13,727.90
Sales Tax:	\$798.72
Total:	\$14,526.62
Payments:	\$0.00
Balance:	\$14,526.62

# Invoice

1/25/2017 4:47:28 PM

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Highlands Floor Coverings  
2009 N. 4th St.  
Flagstaff AZ 86004  
928-774-6700  
928-774-6714

Invoice #: 21821  
SaleDate: 1/13/2017  
Next Install:  
Sales Rep: Christina L. Larsen

## SOLD TO:

Town of Tusayan  
PO Box 709  
845 Mustang Dr.  
Tusayan AZ 86023

## SHIPPED TO

Carpet Tile Town Hall  
845 Mustang Dr.  
Tusayan AZ 86023

MATERIALS	COMMENTS	TOTAL
2 Full Power Tile - Ecoflex Ict Pvc - 24 X24 - 1ct=8 Sy - 18 Per Case-2.00	color needs to be entered	\$8,553.60
3 Carpet Tile Adhesive (Big D) Eco 810 4 gallon pail		\$641.88
4 Johnsonite Perceptions base- 4-1/4" Recess w/toe (BD) TBD		\$826.40
5 Cove Base Adhesive (Big D) Mapel 28.7 oz tube	+ trip charge for box van (delivery)	\$103.20
6 Misc Materials N/A		\$100.00
7 Discounts Owner Approval		(\$500.00)

LABOR	COMMENTS	TOTAL
1 TO-Carpet Glue Down		\$847.96
2 C-Carpet Tile Install	color needs to be entered	\$1,829.52
4 Cove Base Vinyl/Rubber - Detach & Reset		\$1,092.00
5 TCF-Grand Canyon	+ trip charge for box van (delivery)	\$116.67
6 TCF-Grand Canyon		\$116.67

## Comments:

SubTotal: \$13,727.90  
Sales Tax: \$798.72  
Total: \$14,526.62  
Payments: \$7,263.31  
Balance: \$7,263.31



Tusayan Town clerk &lt;tusayanclerk@gmail.com&gt;

**Town of Tusayan, - Sale #21821**

1 message

christina@highlandsfloorcoverings.com &lt;christina@highlandsfloorcoverings.com&gt;

Wed, Jan 25, 2017 at 4:47 PM

To: tusayanclerk@gmail.com

Dear Melissa, Attached you will find a copy of your proposal with material and labor broken down. Our program does not show the square footage, but we have based the quote on 1,972 square feet with additional material purchased for waste and "attic stock". Please let me know if you have any questions or need any additional information. Thank you, Christina Larsen Highlands Floor Coverings (928)774-6700

 Invoice - Highland Estimate.PDF  
1087K

10% WASTE

$$1972 \times 1.1 = 2,169.2$$

$$+ 120$$

2 EXTRA BOXES

$$\hline 2,289.2 \text{ SF}$$

CARPET MATERIAL -  $8,553.60 \div 2,289.2 = \$3.74 / \text{SF}$